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13 FEB 1975

MEMORANDUM FOR: Chief, Plans and Policy Group

SUBJECT : Office of Security Monthly Report

1. Forwarded herewith are the statistics for the Personnel Security and Investigations Directorate (PSI) for the month of January 1975.

a. Total Clearance Division receipts for January 1975 decreased by 289 cases as compared to December 1974 (1946-2235); field receipts also decreased by 197 cases (786-983). Total completions for January decreased by 213 cases as compared to December (1811-2024); field completions also decreased by 106 cases (710-816). Total pending cases for January were up 135 cases as compared to December (3117-2982); field pending cases were also slightly up (1765-1689).

b. Figures concerning covert receipt cases for January as compared to December showed a slight decrease (825-853). The pending SAA's for January reveal a slight increase (659-638). ISS and IST receipts for January decreased by 152 cases as compared to December (156-308); as did completions (198-235). Pending ISS and IST cases for January were down 42 cases as compared to December (567-609).

c. January receipts for reinvestigations showed a slight decrease from December (232-241). Reinvestigation completions for January increased only slightly as compared to December (161-157).

2. There were no significant trends noted during the reporting period.

3. Highlights for the reporting period included the following:

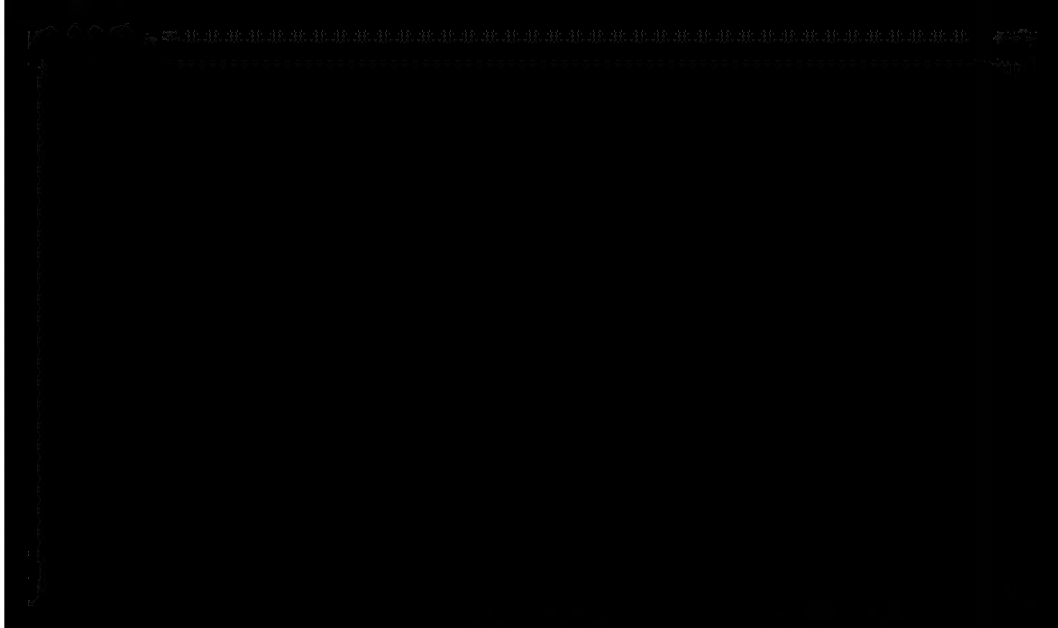
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F2 IMPDET  
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c. [REDACTED] Branch MBO statistics for the month of January reflect 1.8 cases per man per day completed, .2 percent less than the projected figure of 2.0 cases per man per day, and a report production figure of 38 percent as compared to the MBO projected figure of 37.5 percent.

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d. [REDACTED] reported to the [REDACTED] Branch on permanent assignment and began polygraph training.

e. Considerable effort was expended by the Division in the preparation of reports for the Inspector General in connection with the President's Blue Ribbon Panel's inquiries into the activities of the Agency.

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f. The [REDACTED] acted as a focal point for messages for the DDCI during a visit he made [REDACTED] 25X1A

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[REDACTED]  
Deputy Director of Security (PSI)

Monthly Activities of the PSI Directorate  
(January 1975)

Clearance Division Activity

Total Cases Received	1946
Total Field Cases Received	786
Total Cases Processed	1811
Total Field Cases Processed	710
Total Cases Pending	3117
Total Field Cases Pending	1765

Field Office Investigative Assignments

Total Received	1511
Total Completed	1420
Total Pending	2067

Security Support Division

Operational Support

Total Headquarters and Field Office Manhours	2470
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External Activity

Briefings, Correspondence, Functional Guidance and Outside Activity Total Actions	839
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Research

Overt	186	(117-fav; 69-note)	
Covert	13		
Total			199

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(When Filled In)

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**OFFICE OF SECURITY**

**TIME FACTORS IN PROCESSING OVERT & SEMI-COVERT CASES**

Month of JANUARY 19 75

1. PROCESSING TIME (For* <u>211</u> Regular Cases)				
Time required during month to process to Approval or Disapproval, "Applicant Type" cases received from Office of Personnel (Average number of days):	DAYS in INVESTIGATION	Days in Research and Appraisal		TOTAL DAYS
		SRD	PSD	
	26.6	4.1	8.5	42.0

2. ANALYSIS OF PROCESSING TIME	CASES
a. Less than 30 days	
b. 31 to 60 days	
c. 61 to 90 days	
d. 91 to 120 days	
e. 121 to 150 days	
f. over 150 days	

3. CASES PENDING OVER 90 DAYS	STATUS	
Number of "Applicant Type" cases received from Office of Personnel and pending more than 90 days	Deferred	Regular
	Total	

\*This figure does not include \_\_\_\_\_ cases where clearances were granted without FURTHER, OR IMMEDIATE INVESTIGATION which, if included, would give a grand total of \_\_\_\_\_ CASES.

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Office of Security Monthly Report--January 1975

FROM:

DD/PSI

EXTENSION

6428

NO.

DATE

13 FEB 1975

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Chief/ Plans and Policy Group  
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